

**DESTIN WATER USERS, INC.**  
**Job Description**

**Job Title:** Field Crew Technician  
**Department:** Field Operations  
**Reports To:** Field Crew Supervisor  
**FLSA Status:** Non-exempt  
**Prepared By:** Monica Autrey/Steve Schmitt  
**Prepared Date:** 1/2/18  
**Approved By:** Lockwood Wernet  
**Approved Date:** 01/02/18

**Summary**

Under direct supervision and is responsible for the maintenance of the water, sewer, reclaim, taps and other related operations of Destin Water Users, Inc.

**Duties and Responsibilities**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

Coordinates daily work schedule with the Field Crew Supervisor.

Repairs and taps distribution/collection/ reclaimed systems.

Coordinates with crew leader and supervisors on preventive maintenance on the distribution/ collection/ reclaim systems.

Maintain associated paperwork required for work orders and the preventative maintenance program, as well as keeping the electronic programs up to date.

Performs general housekeeping duties to include, but not limited to, vehicle cleaning and documentation of monthly vehicle inspection; shop clean up; and work site cleanliness.

Provides assistance to other company personnel as required and scheduled through the Field Crew Supervisor and Field Operations Manager.

Be accountable for all equipment and tools assigned to you personally, or assigned to others. Regularly checks all tools and equipment for safe operation. Insures all equipment safety features operator properly.

Operate company owned vehicles and equipment. Insures vehicles inventory is complete.

Perform “On Call” duties, which are normally on a rotational basis.

### **Supervisory Responsibilities**

This job has no supervisory responsibilities.

### **Qualifications**

High school diploma or general education degree (GED). Field crew technicians are expected to obtain a Class “C” Water Distribution Certificate within 1-2 years of hire. Must be available for after hours and weekend “on call duty”. Must be insurable by the company’s insurance carrier. Must possess a valid driver’s license.

### **Knowledge, Skills & Abilities**

The requirements listed below are representative of the knowledge, skills and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.

Ability to write routine reports and correspondence.

Ability to speak effectively before groups of customers or employees of organization.

Ability to add and subtract two digit numbers and to multiply and divide with 10’s and 100’s.

Ability to perform these operations using units of American money and weight measurement, volume, and distance.

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.

Ability to deal with problems involving several concrete variables in standardized situations.

Performs all reasonably related additional duties as assigned by immediate supervisor and other supervisors as required.

Must have regular attendance on the job.

Must have ability to work unsupervised and effectively with company personnel and customers.

Must have basic computer skills.

### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk and talk or hear. The employee is occasionally required to sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds.

### **Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; extreme cold or extreme heat; and outside weather conditions. The employee is frequently exposed to moving mechanical parts; working in high precarious places; exposed to fumes and airborne particles; exposed to open trenches and confined spaces. The noise level in the work environment is usually loud.